

CRANSTON SCHOOL COMMITTEE MEETING

BUDGET ADOPTION

MONDAY, FEBRUARY 14, 2011

WESTERN HILLS MIDDLE SCHOOL

400 PHENIX AVENUE

EXECUTIVE SESSION: 6:00 P.M.

IMMEDIATELY FOLLOWED BY PUBLIC MEETING

IMMEDIATELY FOLLOWED BY PUBLIC BUDGET WORK SESSION

MINUTES

The Cranston School Committee held a Budget Adoption and Public Budget Work Session meeting on the evening of the above date at Western Hills Middle School with the following members present: Ms. Iannazzi, Mr. Traficante, Mr. Lombardi, Mrs. Ruggieri, Mrs. McFarland and Mrs. Culhane. (Mr. Bloom was absent with cause)

Mr. Nero, Mr. Balducci, Mr. Votto, Dr. Lundsten, Mrs. Nota-Masse and Mr. Dillon were also present.

The meeting was called to order at 6:00 p.m. It was moved by Mr. Lombardi and seconded by Mrs. Ruggieri and unanimously carried that the members adjourn to Executive Session pursuant to RI State Laws PL 42-46-5(a)(1) Personnel (Hearing on request for reimbursement of conference expenses by former administrator); PL 42-46-5(a)(2) Collective Bargaining and Litigation (Contract Negotiations' Update – Bus Drivers/Trades People/Mechanics,

Custodians); (Secretary Arbitration Award); (Teacher Assistants/Technical Assistants/Bus Aides Arbitration Award).

The Public Session was called to order at 7:15 p.m.

The Pledge of Allegiance was conducted and the roll was called.

Executive Session Minutes Sealed – February 14, 2011

Moved by Mr. Lombardi, seconded by Mr. Traficante and unanimously carried that the February 14, 2011 Executive Session Minutes remain confidential.

Minutes of Previous Meetings Approved – January 18, 2011

Moved by Mr. Traficante, seconded by Mr. Lombardi and unanimously carried that the minutes of January 18, 2011 be approved.

Chairperson Andrea Iannazzi reported that there were no votes taken in Executive Session. She also announced that Mr. Bloom is out of State this evening.

Public Acknowledgements / Communication

Ms. Iannazzi acknowledged that Council Vice President Robert Pelletier is present this evening.

Chairperson's Communications

There are no chairperson's communications

Superintendent's Communications

Superintendent Nero

I don't know if everyone saw this in the paper yesterday. It was in the ProJo in the front section of the Sports Section. This is an article about a special person that we all know in Central Administration for a while. She stops in every once in a while with her mom. Haley Howard is a freshman at Cranston High School East and because we provide free and appropriate public education for all our students, she was given the benefit of being on the Swim Team. She is a 14 year old Down Syndrome young lady and she is just absolutely wonderful. When we go back and forth about the cost of education and fighting in our budget, please remember this: When you look at line-items take a look at her face and her smile. That smile is worth a million dollars; that's a million dollar smile. This girl, not only did it effect this young lady but everyone on her team; this will take them through the rest of their lives. I just want to point out the great job of the coaching staff, by everybody involved, by the teacher assistant involved, Dr. Lundsten who was instrumental in this and if you ever have the opportunity to meet Haley, she will light up your life. This is a wonderful thing.

I want to mention this because Mrs. Ruggieri asked me to do this last time. For everyone who is worried about vacations for this year, we

look real good right now. I think for the most part we're looking at the last day of school being on the 23rd. We started early this year. Warwick is already at the 29th, but we look good. The weather is going to be in the 50's this week and next week we're out of school.

I want to talk about Gladstone tonight. Gladstone Elementary School has been eventful this January even though we had quite a bit of snow. This has helped them to learn about matter and stages of matter. Kindergarten and Grade 1 student learned about matter during Science. The students examined the characteristics of matter, size, shape, and texture through hands-on experiments with students in Grades 2 and 3. They've also been learning about states of matter, solid liquids and gas, as well as how the states of matter change when they're exposed. There's been a real effort this year, especially with the work we've been doing with the DANA Center. We are really pushing Science along with the Grade Level Expectations. I would also like to note that the principal is here tonight, Ms. Hlady.

I would like to talk a little bit about some of the special things that are going on at Hope Highlands. Thanks to the generosity of a Legislative Grant by Senator Bea Lanzi, they used those funds to purchase Alpha Smart Computers. The student council is right now in the process of Love Bunches for fund raises for Valentine's Day and the Scholastic Book Fair Reading Week will be from 3/28 to 4/4.

School Committee Member Communications

Mrs. Culhane

I just wanted to, I don't know how many BASICS Members are out there tonight, say the Music Is Instrumental Program started off. We're going into our second week of classes and it's going really well. We have 10 schools participating. In the elementary schools we have 200 students. I have been facilitating along with Mrs. Ruggieri. I've been privileged to participate in both the Strings and the Band. Eden Park has 15 Band students including four drum sets and a variety of other horn instruments. I just want to say kudos to BASICS; everybody in Music Is Instrumental who works so hard and tirelessly to put this program together. We will keep you posted when we're going to be having our end of the year concert.

Public Hearing

a. Students (Agenda/Non-agenda Matters)

There were none.

b. Members of the Public (Agenda Matters Only)

There were none.

Consent Calendar / Consent Agenda

Ms. Iannazzi announced that the proposed consent agenda is as follows:

Resolution No's: 11-2-2, 11-2-3, 11-2-4, 11-2-5, 11-2-6, 11-2-7, 11-2-8 (with addendum), 11-2-9, 11-2-10 (with addendum), 11-2-12, 11-2-13, 11-2-14 and 11-2-15 (with addendum).

Moved by Mr. Lombardi, seconded by Mr. Traficante and unanimously

carried to accept the above resolutions. They are as follows:

NO. 11-02-02- RESOLVED, that at the recommendation of the Superintendent and in compliance with Policy #2410, the Organizational Chart for the Cranston Public Schools is hereby amended to reflect the changes as presented by the Superintendent.

NO. 11-02-03- RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed for the 2010-2011 school year:

Adina Cox...Step 2

Education...RIC, BA

Experience...CPS Sub

Certification...Elementary\Middle Special Education

Assignment...Stadium 1.0 FTE

Effective Date...February 14, 2011

Authorization...Replacement

Fiscal Note...12013260 51110

Tiffany Ng...Step 1

Education...RIC, BA

Experience...CPS Sub

Certification...Elementary\Middle Special Education

Assignment...Stadium\Gladstone

Effective Date...February 15, 2011

Authorization...New

Fiscal Note...55819121 51110

...55820121 51110

NO. 11-02-04 -RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:

Maria Abregu-Rainville, General Subject Matter K-12

Nicole Lanni, Secondary English

Tiffany Spiridakos, Elementary

Christine Smith, Art K-12

Paul Tavarozzi, Phys. Ed. K-12

Ashley Dion, Elementary

NO. 11-02-05- RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be appointed as an athletic coach:

Steven Matzner, Head Coach Boys' Tennis

CHSW

Step-7

Class-B

Playing Competition – High School

Experience – Cranston West Coach

Certification – RI Coaches Certification; CPR\AED\First Aid

NO. 11-02-06- RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be reappointed as an athletic coach:

Cranston High School West

Rob Malo Head Coach Baseball

James Lucas Assistant Coach Boys' Tennis

David Kenneally Assistant Coach Girls' Softball

Jeffrey Smith Head Coach Girls' Softball

Cranston High School East

Howard Chun Head Coach Girls' Lacrosse

NO. 11-02-07- RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be reappointed as a volunteer athletic coach:

Cranston High School West

David Archetto Girls' Softball

NO. 11-02-08- RESOLVED, that at the recommendation of the Superintendent, the resignation of the following coach(es) be accepted:

Carl Bishop, Assistant Boys' Outdoor Track Coach

CHSE

Effective Date...January 29, 2011

Andrew Marcaccio, Assistant Baseball Coach

CHSE

Effective Date...January 24, 2011

NO. 11-02-09- RESOLVED, Whereas, there may be more qualified teachers who will apply for current positions, and a better fit for the district, and

Whereas, certain positions became available after the teacher selection of August 17, 2010 and more senior and/or qualified teachers may elect to occupy these positions, and

Whereas, there is uncertainty of sufficient Federal, State and local funding for general and categorical programs for the 2011-2012 school year, program reductions, student and district needs, consolidation of classes, re-alignment of staff and elimination of positions to more efficiently and effectively use the school system resources, and

Whereas, positions occupied by retirees must be posted each year, and

Whereas, positions must now be made available for more senior

teachers who are scheduled to return from leave, and

Whereas, the teacher does not have the required certification, and there may be more qualified individuals who will apply for these positions, and

Whereas, because of these concerns, and in accordance with Title 16 of the General Laws of the State of Rhode Island, the Superintendent has recommended that the employment of certain teachers be terminated at the end of the 2010-2011 school year, and

Whereas, the Superintendent has sent prior notice to said teachers informing them of the specific reasons for their termination, and

Be it RESOLVED that said teachers be terminated at the close of the school year under provisions of Title 16 of the General Laws of the State of Rhode Island, and

Be it further RESOLVED that the Superintendent notify those teachers of the School Committee's action to terminate their employment.

NO. 11-02-10- RESOLVED, that at the recommendation of the Superintendent, the following non-certified employee(s) be appointed:

Isaiah McDaniel, Teacher Assistant

Stadium

Effective Date...January 31, 2011

Authorization...New

Fiscal Note...50820195 51110 (IDEA)

Joanne Bruno-Miller, Teacher Assistant

Western Hills

Effective Date...January 31, 2011

Authorization...Replacement

Fiscal Note...12946020 51110

Katie Burt, Teacher Assistant

Stone Hill

Effective Date...February 28, 2011

Authorization...Replacement

Fiscal Note...12746020 51110

Amber Mangione, Program Assistant

Bain +2

Effective Date...January 31, 2011

Authorization...Replacement

Fiscal Note...53115151 51110 (21st Century Grant)

Eliseo Rojas, Part Time Custodian

Stadium

Effective Date...February 15, 2011

Authorization...Replacement

NO. 11-02-12- RESOLVED, that at the recommendation of the Superintendent, the Coaches Handbook Policy, as amended, be approved for second and final reading. (see policy attached)

NO. 11-02-13- RESOLVED, that at the recommendation of the Superintendent, the Program of Studies Curriculum Changes District-wide, be approved for second and final reading.

**NO. 11-02-14- RESOLVED, that at the recommendation of the Superintendent, the Medication Policy #5141.2 (a,aa,b), as amended, be approved for first reading.
(see policy attached)**

NO. 11-02-15- RESOLVED, that at the recommendation of the Superintendent, the following Conferences/Field Trips of Long Duration be authorized:

1. Jennifer Koscho, Cheerleading Coach at Cranston High School East, and approximately 17 students to travel to Cobelskill Richmondville High School in Richmondville, NY from February 26, 2011 – February 27, 2011 to participate in a Cheerleading Competition, at no cost to the school department. Please see attached Conference Form information.

The ADDENDUM is as follows:

ADD TO RESOLUTION NO. 11-02-08:

Jesus Berrio, Assistant Girls' Outdoor Track Coach

CHSW

Effective Date...February 11, 2011

ADD TO RESOLUTION NO. 11-02-10:

Scott Creighton, Part Time Custodian

Waterman

Effective Date...February 15, 2011

Authorization...Replacement

Fiscal Note...11047050 51110

ADD TO RESOLUTION NO. 11-02-15:

Field Trip of Long Duration:

Janice McGuirl and Richard Abruzzini, both teachers at Cranston High School East, and 18 students to travel to Orlando, Florida from April 28, 2011 through May 4, 2011, to compete in National DECA Competition and attend Leadership/Career Development Conference Sessions, at no cost to the school department. Please see attached "Field Trip of Long Duration" form.

Ms. Iannazzi

I'd like to report that the Council President, Anthony Lupino, has joined us.

Motion on Resolution #11-02-01 was moved by Mr. Lombardi, seconded by Mr. Traficante for discussion:

Mr. Traficante:

I'll go back to 2004 when a bond was passed by the State of Rhode Island basically to take care of the Infra-structure of several of the Vocational Schools throughout the State of Rhode Island. In 2006 we had a meeting in the Superintendent's office at which time the Cranston Vocational School was earmarked for approximately \$1.6 million; however, there was another caveat to that. They were basically indicating to us that they wanted the Cranston School Department to basically take care of and administer and also own the building that the Career & Technical School is housed in. As you well know, the building is owned, not by the City of Cranston or not by the Cranston School Department but actually by the State of Rhode Island (R.I.D.E.). They wanted the School Department basically to assume responsibility for the building. We made it very clear back in 2006 at that meeting that, "yes", we would think about assuming responsibility of the building; however, before doing that the Superintendent who at that time was sitting there, indicated that the building must be brought up to code and actually the \$1.6 million did not cover all the necessities to bring that building up to code. We had a meeting last week. The State officials came in. They are again making the same proposal to us; however, they are offering us a grant this time of \$152,000 approximately to go out to bid for basically

an architect for a design plan to check out the entire building for code violations, infra-structure needs, etc. Once that is done; once that RFP is done and is accepted by the School Committee and the company is selected, then at that time, that company will report back to the School Committee and indicate to us exactly what has to be done to build that building up to code. That amount could be \$1.6; could be \$2 million or \$3 million. We don't know until that design is done. However, they indicated to us that once that figure is known that they would come back and sit with us to negotiate that figure. If the roof needed repair, then we'll address that. If the inner building needs repair, that would be included as well. If the building had to be brought to code (fire code), that would also be addressed. Therefore, we're asking the School Committee tonight to support this resolution in terms of receiving that grant of \$152,000 to move this process forward.

Mr. Lombardi

Tagging along to what Mr. Traficante said that I too was on that sub-committee along with the chair, and we sufficiently cross-examined the members of the State on the issue. The bottom line on the \$152,000 is that it really became a no brainer. There's no strings attached to this at all. This is money that they are going to be giving us to allow us to do our own study to determine what's entailed to bring this building to a position where we may be in a position to take it over. There's no strings attached to that \$152,000; in fact the gentleman from the State said we'd be crazy not to take the

money. That being said the \$152,000 has to be used on that study so if anybody thinks that we can plug a hole with that money; the only hole we can plug is maybe the hole in the roof at the Career & Tech. Center. That money is kind of a free ride.

Mrs. Culhane

What exactly are we getting for the \$152,000? I mean I understand that it's money coming from the State but what is entailed in spending that kind of money on a study.

Mr. Lombardi

Essentially in years past, it was that the State people would come in and the State people would do architectural study design and they would tell us what we need. The State is now taking a hands-off approach on this and stating that they have \$1.6 million; they're using the 10% number, \$152,000 of it for your soft cost. They are saying that we go out and we get the design and get what is needed in the building and we do the architectural rendering, we design the HVAC system, that sort of thing.

Mr. Traficante:

They want a hands-off approach by the State of Rhode Island. They want you to hire your own personnel for an RFP to do the study for the design work that's necessary. There's no obligation what so ever once those figures come forward. Back in 2004, the bond was for 15 million dollars. Cranston was earmarked to get about \$1.6 million;

however, I want to emphasize the fact that \$1.6 was not enough money to bring that building up to code; therefore, it was not satisfactory to the Superintendent at that time to accept that building as one of our facilities.

Mr. Nero

Just to let everybody know that we heard at the meeting that the State has turned over three of their Career and Tech Centers to their Cities using this same process of using grant money. It is our hope that we are going to reach a number and that we can get it done for once and for all. They realize that they can't do it on the present system. Warwick is doing it but there are two others in the State that have turned over their buildings because they're satisfied. I had heard about this about a year and a half ago but when I received a phone call about six weeks ago to go on this, I immediately contacted the chair and said that we should probably sit on this because I know they've been successful in doing this in other communities.

Mrs. Ruggieri

Do we know a time line on this? Is there a dead line for the study to be done?

Mr. Lombardi

They presented us with two documents at the meeting. One is the acceptance of the grant and then you have to go through the RIDE process of seven/eight/fourteen signatures and then once that

process goes there is the deadline embedded right in there. The separate contract itself is something obviously you'd negotiate the price tag on it if it is something they suggested; if it's something over the \$1.6. They'd be very amenable to listening to it and advocating for us. It was a very positive meeting in that regard. The first process is to allow the chairperson and/or Mr. Nero to sign the acceptance of this grant.

There being no further questions, the roll was called and the members unanimously voted to accept the resolution.

SPONSORED BY MS. IANNAZZI, MR. TRAFICANTE, AND MR. LOMBARDI

NO. 11-02-01 – Whereas, Cranston Public Schools operates the Cranston Area Career and Technical Center (CACTC) which is in dire need of repair, and

Whereas, the Rhode Island Department of Elementary and Secondary Education has earmarked grant funding in the amount of \$152,400 to be used towards facilitating a study relating to design work, other soft costs, and appurtenances in preparation to address the required life and fire safety repairs, heating and ventilation and air conditioning at the Cranston Area Career and Technical Center.

Be it Resolved that Cranston Public Schools enters into a grant agreement and the results of that study will be reported out to the entire School Committee upon its' conclusion.

Ms. Iannazzi

If there are no objections from members of the School Committee I'd ask that we go out of order and take Officer Davis next instead of taking the budget because he indicated previously he had some place he had to be. Officer Davis is reporting an update on "Safe Routes to School" in a Work Session we have scheduled for tonight.

Officer Davis – Safe Routes to Schools

I am Inspector Alan Davis with the Cranston Police and the Safe Routes coordinator for the City and the non-infra-structure side. Are there any particular questions right off the get go I could start with?

Ms. Iannazzi

Mrs. McFarland had requested your attendance so let's turn the microphone over to her.

Mrs. McFarland

I wanted to get an update for most of the School Committee members because most of them had not heard about it since last time it was actually presented when I was still at the City Council level. Because now we're here there hasn't been much discussion further and I do see that it's on the Agenda for the City Council side on Thursday evening to talk about the Safe Routes. We've had some concerns over the ...we've had quite the winter and there has been some concerns about looking at all schools to put in place some of the

provisions that we've made individually at schools as they have erupted and as the issues have come up. Giving for example, we were able to work very well with you and the Engineering Division as well as the help from the Council President and the Council person from that area of Stadium School. We have the same issues at Arlington School. We have some similar issues at Gladstone School and I'm just using my schools as an example but I think we need to have some correspondence of where we stand and what's planned for those schools and when they will be implemented. I just wanted to get a brief update from you on what you are presenting Thursday night as well to the City Council at their Public Works Committee.

Mr. Davis

I don't think that's me on that committee; I think its Mr. Furgueson. I presented something last week to the City Council and I will be more than happy to go over what I did with them as I do for you now.

This has actually been a five year project. The Safe Routes to School Grant. It's federally funded program out of California. When we started looking at this six years ago, there was a span of eight weeks where we had seven students struck by cars throughout the City in a very short period of time. The last one that prompted the action was a young man from Dutemple School who had lived North of Park Avenue and then had moved mid-school year and no one had told him that when you cross Park Avenue, you need to go to the corner of Park and Orchard Street where there is a crossing guard and you

can safely cross at that point. He was going down almost to Doric Avenue and trying to cross Park Avenue and basically playing Russian Roulette trying to get across the street and one rainy day, he didn't make it. The good news is that he wasn't hurt too badly, but that started myself looking into an educational way to make it safer for the kids.

I ran into Mr. Furgueson from the City Highways' Engineers' Office who was looking at the infra-structure to make things safer for the City. We combined our knowledge and our research and out of good luck the "Safe Routes to School" project became federally funded the next year and they started putting out grants. The State received \$1.8 million when the grant project was announced; we shot the moon; we applied for \$1 million of the 1.8 million. We ended up getting \$292,000 for the City for the school system to start implementing this program.

"Safe Routes to School" works on the four "E's": Education, Engineering, Evaluation and Enforcement. The idea was that we did our research; we found out who's really using the schools to walk; who doesn't have the walking population and we needed to find anchor schools and then from the anchor schools, the grant allowed us to use a 2-mile radius from those anchor schools so that we could encompass as many of the City schools as possible. Looking at it from the Police point of view, my group of principals sitting in the back that I've become friendly over the years; it wasn't fair to me to say what school I want to pick. We wanted to pick everybody. We

looked at it as a City-Wide project. We were the only town in the State and to the point of, "it's not done this way throughout the country". We had a lot of questions that had to be answered through the Washington Office of the Safe Routes to School Program because we took upon ourselves as looking at this as a global problem for the City of Cranston. With that said, we applied for three grants; we used the three middle schools as anchor schools and we basically included 12 of the 14 schools in those grants. We submitted them. Two of the grants scored 98-99 and the third grant, which was Western Hills, was not approved, which at that point, if it's a copy and paste grant how can it score 99 here and 50 there and I got a real lesson in RI politics, for lack of a better way to put it.

The next grant project was put back in. We had taken our three grants; we had divided it up in enforcement issues and infra-structure issues. We divided them equally through the three grants hoping that if we got one approved at least we'd get something for as many schools as possible. We got two-thirds of what we were looking for.

Between myself working the non-infra-structure side and Mr. Furgueson working the infra-structure side, we began identifying the major problem areas as we saw them. We asked for help. We encouraged people to put in suggestions but at that particular time, no one knew what Safe Routes to School was more like.....but when \$300,000 showed up it got everybody's attention. Last year we were ready to go forward with a lot of issues to get the kids to hopefully

walk to school. Please remember that when these schools were designed they were designed to have kids bused and designed to have kids walk. They were never designed to have 100-200 cars show up at the front door at the same time so that everybody gets to that same three feet of space so that Johnny doesn't get his shoes dirty between the front door of his house and the front door of the school. We want to change that. It promotes a safer life style. It promotes safety. There were some major issues in and around schools that needed to be addressed. The first thing was mixing buses and cars together. That problem has been resolved at each school in the best of the ability. There are a couple of spots that we have looked at and because you mention it, the Gladstone School, which has the highest walking population through the City. Between myself looking at it from an enforcement point of view, the engineers looking at it from an engineering point of view, the State DOT brought something called a RSA (Roadside Safety Audit) down and we all came to the same conclusion that that school needs serious engineering improvements to the front well outside the scope of the grant itself but that doesn't mean we're going to ignore it; it may need more work there than we can do off of this grant. We'll try and we do the best with what we have.

Addressing the Arlington School situation, I know Mr. Furgueson has plans on creating a more defined roadway. There's going to be a yellow or double yellow line down the middle of that road to keep cars on their side of the street. There won't be a physical barrier but there

will be a painted barrier to show an area that is going to be for that fire lane drop off areas. We noticed that the bus drivers were pulling up right to the cross walks. The State Law requires 20 feet from the crosswalk and that has to do with line of sites for the pedestrians and the drivers pulling up. We tried to go to every one of the schools. I've met with every principal of the schools at least two or three times over the last couple of years. Where we've identified small little issues separating the cars and the buses and moving buses back away from where kids are crossing; making parents more aware and we've been very successful in a lot of places. I will tell you that my phone has wrung off the hook with people that were very upset about what we were doing from the enforcement end and before we started the actual enforcement, we went and initiated an educational program. We didn't want to go out there and stop dropping \$85 tickets or \$50 parking tickets on everybody's car because this is the way it's always been or the way that we've always done it but we want to re-educate that particular parent group and say that this is what's going to make it safer for your kids.

After a few months of education, the number of complaints were dropping way down; getting out talking to the parents in and around the different schools. The whole concept has been really, greatly embraced. Stadium School has had numerous amounts of things that have been done there, much to the dismay of several of the residents but ultimately, the kids over there are going to be made safer because "Safe Routes to School" is not about making it

convenient for the parents. That is not the number one priority. The number one priority is to make is safe for the kids. If it means walking a little bit further down the road; that's what we're going to end up doing. As far as this winter goes and with the snow that has come up, it has presented a tremendous challenge. In the month of January we took the enforcement officers away from doing the physical and enforcement at the schools and we came up with a flyer regarding the shoveling of sidewalks and getting people in that area to cooperate. The patrol division of the Cranston Police has hit the commercial areas as best they can; they've handed out probably 2500 flyers and that's going door to door. I've seen places in this town shoveled that I've never seen shoveled before. Is it absolutely perfect? No; it's an educational process; a whole thought process and it's not going to be done in one year. It's going to be 59 degrees; the stuff is going to go out of site; out of mind. It's going to come back and next year we need to make sure that when it comes back, we're ready to address it. I was actually very shocked to find out that not every school in this school system has a snow blower. It's not always about snow plowing or snow shoveling; it's about snow removal. You have a 100 ft. sidewalk and I complement Mr. Barbieri in front of Bain during one of the snow storms. He had a front-end loader come over and remove all of the snow right from the front with the help of the City. These are the kind of initiatives that the principals are going to need to make sure that their schools are safe because if you have a 100 ft. section of sidewalk and only open a 3 ft. section, every car that pulls up is going to pull up to that one 3 ft.

section. The rest of the sidewalk becomes useless. It's not only about doing it the easy way; it's about doing it the right way. That's pretty much where we stand. From an infra-structure point of view you're going to see raised cross walks; 6 inch high speed tables introduced and around Harmon Ave., Beckwith St., Rhodes School on Shaw Ave. and it's a positive way to introduce those to the community because when it comes to speed tables, people in your community and neighborhoods either love them or they will hate them. One of the reasons they're going to hate them is because they make noise. 75% of all the noise comes from a car not from the engine. It comes from the tires and when they hit that bump, it's going to make a noise. Ultimately it's going to slow down the speed and on certain roads, i.e. Harmon Ave. issues with people finding their way through the community getting over to Cranston St. Beckwith St. has commuter issues with people coming from Pontiac Ave. trying to get over to Park Ave. and 95. If those go well hopefully the schools and the City will find a way to adopt them into additional areas and if they don't work or they become a problem, it's not like they can't be taken out. They're not that expensive. It's not up to me to tell you what's best for your school; that's what you guys are for.

Mrs. McFarland

I just wanted to follow up with one more question and then I'll let the Chair entertain other colleagues. I also like the form that you were able to give out to most of the schools and some of the schools did utilize it was the walk ability checklist and that was actually a great

tool for parents to actually make comments about some of the concerns that they have. The most recent one that I attended was Arlington School and I don't know if you received those; I actually made copies for the Mayor's Office and the Superintendent; for the Police Chief/Colonel. I'm just wondering if any of those...I haven't heard back from anybody regarding what would be the implementation of those items. We were able to address the immediate issue with the Superintendent, which was snow, which has no concern with you. Some of the concerns were from several streets over was the ability for children in that neighborhood...because Arlington would be another school that I think is very high with children walking to and from school. Given that, the neighborhood is difficult in the houses that you spoke of or of the commercial areas that you spoke of. The other problem that we have is foreclosures. If there is no one living in the property, who is responsible for removal of the snow when it's in line with a cross-walk? Whether it's the cross-walk near the school or the cross-walk that's utilized away from the school. I can not get an answer on who would be responsible for the snow removal for vacant property in our City which when I ride around some of my area, as you know, we're in difficult economic times and there are many vacant houses and there was some difficulty for some kids to go to and from school. I know that this is not necessarily your realm for answering the question but since you're hear and you're so kind to come this evening to talk about the Safe Routes for kids to get to school, I was just wondering since I have given that information out; I

made copies; I wrote very extensive e-mails to everybody and my concern is really about the kids and about how we're going to obviously insure in the future how we would address snow removal for vacant properties. I don't know if you have any suggestions.

Officer Davis

Those forms that you've mentioned have not made their way to my office as of yet.

Mrs. McFarland

I made copies for everyone. It was probably a week and a half ago. I actually brought them to the Superintendent's office and they were so kind because I couldn't e-mail it because the file was so big; there were several forms.

Officer Davis

We would look at each and every form and each problem. Each problem would get addressed; there's no blanket statement for each one. If it's a road issue, we'll give it to the road department; if it's a playground issue, we'll give it to that department. If it's an enforcement issue, we'll give it to the patrol division to go out and address. The patrol guys that I work with in the second shift have embraced this whole idea and have ...any time I've asked for any help whatsoever, I've never been turned down by anybody that I work with.

Going out and asking for help; educating people that live in that area, I don't think we've had one or two people in that area in all of the people that we've talked to, I haven't had a bad attitude about the whole thing. In the law of unintended consequences, which I firmly

believe in, we started to raise the discussion about this. This is the first year where we've really gotten to talk about it but again when it's nice, we move on to something else. This year really gave us something to talk about. We've raised the discussion...Mr. Lupino at the City Council meeting and now we're doing it here.

Mrs. McFarland

I'd really like to see us doing those walk-ability questionnaires again with the parents of the schools once the weather clears. This is really all about going through this severe winter but I'd really like to see some of their comments and I hope that it gets down to you getting the opportunity to review some of the comments. I thought they were pretty serious and I tried to outline them in my e-mail so that everybody would clearly understand what particular issues really needed to be addressed now and what we needed to address later.

Mr. Davis

Those surveys were done; they were given to the principals and how much gets done in and around the school truly falls to the principal of that school. If that principal is taking a strong interest in this program, there are plenty of things out there. I will say that part of our grant funding includes between \$5,000 and \$6,000 in what I quietly called, Program Incentives. So if you came up with some sort of City Wide or School Wide contest/competition for hats, t-shirts, etc. there's that amount of money that right now is sitting waiting for someone to come up with a good idea. It's not going to be my place

to tell the gentlemen sitting in the back, what they should do with their schools. It's their school; they are outstanding individuals that are sitting back there and I know when they put their mind to it that you can come up with something. It's a combined number of grants allowed. It's \$5,000 for all the school system. If you have something that can work and you want to buy an award or something along that line, please ...snow blower. The Parks and Recreation Dept...I saw them out with their industrial sized snow blower doing ...these are the kind of things where in the summer time, pre-plan the areas that need to be plowed so that the road department, the recreation dept., the School Department know right before the first snow. These are the things that we need to address right from the start. When it comes to snow, this was the worse case scenario snow. You got a heavy snow fall and an instant freeze and short of a chain saw and an axe to get through some of these snow piles....

Mrs. McFarland

My largest concern is ...and since we have someone here from the City; my largest concern is looking at vacant businesses and properties that are not here and are bank owned and no one is addressing the issue that they should be clearing their sidewalks as well. It was noted that a legal opinion would be needed on that.

They still can be fined. There's no reason why the person....we have an ordinance in the City that can fine those buildings because

whoever lives there will be responsible for it. If its bank owned then it would be the bank that would be responsible for it. We're not tagging any of those vacant buildings and I rode around for some time to look at ...after I met with the parents of a couple of schools, I took some time to ride around and it was amazing to me that we actually had cross-walks in our neighborhoods that we're not cleared because it was a vacant business or a vacant property and we just left it that way. We didn't address it to anyone; we have an ordinance that also states that if you are not a Rhode Island resident, owning a home, they must be registered with the City Clerk's office. We have means to address how to tag these people but I would really like to see better enforcement the next time and I know that we had a unique snow storm and I'm not saying that it's the Police Dept. but we have....who ever is going out and doing it is....building inspections can do it; they have a tagging system as well.

Officer Davis

Ultimately that doesn't get the sidewalk shoveled. Do we have a mechanism in place to get the sidewalks shoveled and send them a bill? I don't know. It was noted that the City can do that as well.

These are things that come up now because we really started to look into this. Getting notices out to the parents and the kids through the teachers and the schools themselves; another big effort to increase the awareness; increase the education of the parents at home, saying we need your help. It goes a long way.

Mrs. McFarland

I agree with you 100% because that's what the parents did. They filled out that walk-ability and they told me the issues and that is huge. If we can use City employees to go mow grass when its 5 ft. high, we can utilize the City to charge to an absentee landlord or to a vacant business in our City that did not bother to clear the sidewalks so the child can safely go to and from school. I think the walk-ability should be utilized again once the spring comes because it's a great tool and I think you've invested and created a really great tool to have parents give us feed-back. I would hope in the future that as principals collect them we can share them with the administration and share them with our City officials. It was very useful for me to just sit there and know exactly what families were talking about and to actually be able to address them.

Officer Davis

One of the things that the folks here and the principals...the next round of Safe Routes, when it comes up, there should be a grant from every single school. They absolutely love to give out small sums of money for small projects in and around the schools, be it side walk repair, bicycle racks, etc. They want to give this money away.

Mrs. Ruggieri

I actually had a question about...because I know that this program has been out there for a while and there were actually grants applied for and money given for those grants but what I don't know and I

think has been a question for a while is has that money actually been spent on the items that it is supposed to be spent on? I know that there were bike racks that were supposed to be installed at some schools.

A discussion ensued regarding the bike racks and the fact that that was the first round of grants.

Officer Davis

I can tell you that what you're going to see in the near future. The RFP is going out for hand-held stop signs for our crossing guards to bring them up to date with the safety levels of something called the MUTCD (Manual Uniform on Traffic Control Devices). You're going to see that very shortly. We're working on something called the School Zone Pace Car Program where the parents are going to pledge to drive the speed limit in the school zone; they'll be given an emblem to the back of their car and what that does is if their doing 20 mph, every car behind them is doing 20 mph. It is a caravanning affect. That is in the works.

There are 180 crosswalks that are going to be painted with high grade visibility paint to bring it up to the MUTCD standards, on crosswalks that are predominately used for students. Not every crosswalk.

The actual enforcement end of it we did not do any enforcement in January. We took the officers and put them out. For February we're

trying to help everybody around the school. There's been little or no enforcement there. There are 40-45 more enforcement details that will go out, 10 per month, for March, April, May and June. At that point it's not going to be educational any more; it's going to be a ticket. We did four months of not parking in certain areas and other things that go along with it. Some people have cooperated and learned the easy way.

Mrs. Ruggieri

The \$200 and change that was awarded from the grant, how much of that has currently been spent; how much of that is left?

Officer Davis

Most of that money is from the infra-structure side which would have started last year and in the State DOT and in the 11th hour told us that we needed an engineering study. Mr. Furgueson had to go out and spend \$15,000 on an engineering study. That engineering design is 90% complete and you'll see a lot of this work will start as soon as the weather comes. There is a three driver feed back signs, like Budlong Road in front of Woodridge; your speed is:_____ and you're going to see one on Park Avenue near Barrows. You're going to see one on Pontiac Avenue near Waterman and the third one will be in front of Bain on Gansett Ave.

Mrs. Ruggieri

The next thing I wanted to ask is because I was part of a group where

we did apply for a grant and we actually received more money than we asked for for Western Hills for a sidewalk on Ambrose St. That money was awarded so obviously

Officer Davis

I can address that to say that when I broke the City stuff down into groups of three we got 2/3 of it. The other 1/3 that would have covered City involved stuff, i.e. a fourth driver feed-back sign out in front of the school and another 60 cross walks to be painted on the West side of the school, when you wrote that grant you left that out. We're not getting that.

Mrs. Ruggieri

No but the grant was approved for the sidewalk for Ambrose St. for down that way.

Officer Davis

There would have been enough money in that grant anyway if ..but the other things that were written there were 1/2 dozen speed tables that were written in with the original grant that was denied; that was left out. No one let me know that it was left out until it was too late and all of that that would have been for the City and infra-structure, there were 60 enforcement details that was left out of that. You guys did a great job in getting the money for that sidewalk but it lost a little bit of its1/3 of the global plan was written into that that was unfortunately left out when the grant was re-written or re-applied for.

Which is fine; you guys can do what you want but to be honest, I would really have loved a phone call to say we're not going to include that. I could have put it in another grant and wrote it from that app. There were numerous things in that grant that would have directly impacted safety in and around the school itself.

Mrs. Ruggieri

My question actually wasn't going in that direction but that is good to know. As far as your turn around time or the turn around time that you've seen from these grants, as far as getting the money to actually do these things; what have you seen for turn around time?

Officer Davis

It's been five years since we started this and our grant runs out and we have to get an extension. All of the money that's in this grant runs out at the end of this calendar year. We got an extension because the State wanted us to do some things that they didn't originally tell us which put the design feature back six to eight months. They gave us the extension so that we could continue. I wasn't going to encourage kids to walk to school unless we had some other things fixed first and a lot of that stuff came from the walk-ability studies that were done throughout the City. I sat home at night on my own time and read every single one of them; I put together all of the facts and the things that go along with it. It's nice to see that someone else is doing something with it; it's a great tool.

Mrs. Ruggieri

Is this program going to continue after March?

Officer Davis

Speaking with Mr. Traficante over the weekend, 20 years ago and one month, Mr. Traficante swore myself and two other officers in as police officers and my career comes to an end in 34 days. I'm hoping it will be turned over to someone in my office and I'm hoping that they continue with it but ultimately the Safe Routes to School grants should come from the school themselves. It's not up to me to tell you or that principal for that school what's best for that school. We've implemented changes in bringing enforcement things up to code, signs put back in; we've done all of those things to the best of our ability that we won't need to re-do them in the next round; it's just a matter of enforcing them. The officers that are working those particular areas are all made aware of what the problems are and working with the principals to address certain issues because every school has its own separate little issue. There's no one blanket problem with the schools themselves. It's a little bit of community policing.

Mrs. Culhane

Thank you again for coming. I think one important component has been missing and I think that's been a representative from the schools. I sat at a meeting about Safe Routes to Schools to launch for our City in 2008 when I was still a candidate and we're just now

starting to talk about implementing it. I approached members of the City Council when I first came on several years ago about how we were implementing them through the safety committee and I asked to be kept involved and to my knowledge nobody from the School Committee or really the School Department was ever either invited to be involved or when we asked to be, was really contacted through that. I don't think it's any fault of yours. I think what really needs to happen is that someone either from the Administration or the Committee; we all need to sort of be working together in order to have a handle on how it's going to be implemented.

Officer Davis

You got to remember that when we did that workshop; that was when that money was officially approved for the things that were....It's not like they gave us a lump sum of money and then we decided what we wanted to do with it. We have to show what we're going to do with it; they hold our feet to the fire. As far as asking for advice past that, it becomeswe know what the money was earmarked for and we've been moving towards that. We lost a year because of the engineering study that the State DOT told us at the 11th hour that we needed to do. So everything went on hold, we got the year extension; we really only started spending money October 1st of last year. So you're really only about 3 months behind the curve on the non-infra-structure side and the infra-structure money I don't think Mr. Furgueson has spent anything other than what he's done to facilitate his program which should start in the spring. You're really

not behind at all there as far as being kept up to date.

Mrs. Culhane

I think as we go forward, we need to at least; whether it's with your person or the City or whatever the entity is, somehow we need to be involved in that.

Officer Davis

I'm really hoping it's the School System themselves to pick up the ball. We have addressed the enforcement issues from the police end and the information end; we know what we need to do and we've got the tools to be able to do that but it's going to be up to the schools and the school principal. Especially to say what they want to do, etc. There are some simple fixes that were brought up that we can solve with hundreds of dollars and not thousands of dollars.

At this time, Officer Davis gave examples as to what they have done at Oak Lawn School and Glen Hills School.

Mr. Lombardi

Mr. Superintendent, I don't know who would be among your gang of five that you would select but I really think that in the event that the in-anticipation of the inspectors departure in 30 days off into the sunset, I think we should have a contingency plan in place as to making sure that at least speaking with the Chief of Police, making sure that there's someone that's going to take up the reigns and do

that. Sincerely, I really think that ...when I was first elected, that was the first time I heard about Safe Schools; my first year here and to see that now things are being into fruition five years later, it's pretty extraordinary so I hate to lose that continuity.

Mrs. Culhane

I'm wondering if this is something; I don't know what the process is right now of the Safety Committee that had been established a while back for the School Committee but maybe this is something that we need to take up within that Safety Committee and then we'll have a representative. I think they will have representatives from the administration and from the school committee and parent representatives. Maybe that's something we can take up now.

Officer Davis

My phone does not go off when I retire. You are more than welcome to call and are more than welcome to any piece of research we have done. If you have a grant writer, we can turn over copies of anything and everything; I'm more than happy to cooperate.

Ms. Iannazzi

The scope of the Safety Committee was limited to sex offenders; however, perhaps you can sponsor a resolution to expand it.

Officer Davis also gave a brief description of where they are now with sex offenders and the series of patrols watching bus stops where sex offenders are known to live in those certain areas. A lot of that has

been blended together.

Mrs. McFarland

We have a School Buildings Committee; maybe there is some way that the Council President can get us dates to the School Buildings Committee on the infra-structure work that is going on so that way we would have updates and the entire school committee would have updates through that. A Safety Committee would have to deal with sex offenders and some of the comments made by parents through the walk-ability study and I really think that I think it's an important document that can be utilized all the time, year after year. You can ask parents what their thought process is. It can be adjusted anyway and ask any questions. Thank you very much; I appreciate you coming.

At this time, Chairwomen Iannazzi asked for a motion on Resolution No. 11-02-11. Mr. Traficante made a motion, seconded by Mr. Lombardi to table this resolution.

Mr. Lombardi

I'm going to second that in light of the fact that Mr. Bloom isn't here and I think he plays an integral part in the budgetary process.

With there being no discussion on the motion to table, the roll was called and all were in favor of tabling Resolution No. 11-02-11.

NO. 11-02-11- RESOLVED, that the 2011-2012 Operating Budget, as recommended by the Superintendent, be approved.

Ms. Iannazzi

The budget will be taken up at the February 23, 2011 meeting. Please note, also, that the February 17th meeting was postponed to February 23rd.

That concludes our Action Calendar.

New Business

There being none.

Public Hearing on Non-agenda Items

There being none.

Adjourn to Public Work Session

School Calendar

Superintendent Nero

I've asked the principals to stay because I know there is to be some discussion on this matter. I would recommend as is.

Mrs. Ruggieri

Based on the amount of snow days and other things that have

occurred as far as extending the school year to the 23rd this year, I was proposing a suggestion and I've been asking around a lot of people, teachers, other administrators, just the public in general about the option of eliminating the February and April vacations and turning into a March vacation so that if we did need to use those snow days, it would not extend the school year further and perhaps we could enjoy a bit of a summer rather than getting out on the 23rd.

Ms. Iannazzi

Just to clarify for the public, that would be for next year (2011-2012 school year).

Superintendent Nero

In all due respect, and Janice and I have had this discussion going on for about a month now, I want to talk about a practical matter that we face and as a classroom teacher for 21 years, faced. I've always been under the rule 8-8-8 out. About every 8 weeks we get a vacation because we seem to wear ourselves out both psychologically and educationally as we move through the year. I will tell you this as well, on the teachers side as well as on the students side, I will tell you as a former administrator, the propensity of disciplinary issues seems to increase and you can feel it as you get a couple of weeks away from the vacation because, again, because of the stress and strain that kids face as well as the people in front of them in the classroom. I will also bring to your attention the following:

We would probably have seniors done because I did some math a

while back and we would probably have our seniors done by May 23rd in terms of their last class and have their exams and have graduation on June 1st. This might be somewhat early. The 171st day would end on May 30th , kids would take their exams and graduation would be on June 9th. This is an exceptional year but for those of us who have been around the block a few times, we've ended up....not too long ago, I believe in 2005, we ended up getting out on the 27th because if I recall correctly my son was into Yagoo a couple of days later. I'm not sure how the principals feel about this but I think that it might be a little bit taxing to go with one vacation in March.

Mrs. Culhane

I tend to be in agreement with Mrs. Ruggieri and that comes from talking with a lot of parents and mainly in reading the polls that were done by Channel 10. There were hundreds of responses to this. When they posed the question, "How do you feel about the extended school year because of the snow days; would you rather see vacations cut into or weekends or whatever". Overwhelmingly the majority of the parents said to get rid of February vacation. So while I understand that there's a certain perspective looking at it from an administrative standpoint and the teachers' standpoint, I also think there's sort ofmaybe there are some new things we need to look at. Every year when the calendars come up; this is my second calendar, the conversation is always that we will look at that next time and I'm wondering if maybe there needs to be some kind of research

done to think about this and find out if this is a good idea. It does seem like you come off a Christmas vacation and then all of a sudden you have February vacation and then April vacation. I don't know if there's a necessity in that. The other thing that I'd like to point out is something that we've talked about before as well, is eliminating the Good Friday and Rosh Hashanah days off. I'm wondering how wise that is to have for a number of reasons but really just for practical sense because that adds two more days on the end of the school year. I think that's another discussion that I think we should have as well.

Superintendent Nero

I think we have a long enough vacation as it is during the summer time. This was an unusual year; we had six days out. Warwick started the week after us and they're going until June 29th. We kind of planned for that by going earlier. I always felt an early start, prior to Labor Day, is the best way to go. We have the teachers in on the Monday before Labor Day; we pick up four or five days. As a young teacher transferring from Soughton, MA to Cranston back in the day, the reason why they went to taking the Jewish Holidays off was because we have a significant number of Jewish students and Jewish teachers in our school district. I'm not sure what the impact's going to be if the teachers are going to take that day out of school to observe their religious holidays. I'm not sure what the impact will be. I remind you of this, if a student who is Jewish, is taking those days off in observance for those holidays, the students that miss the class

cannot be accountable for the work that is missed. They have to present the lesson again to the students. So what you're going to have is a situation where we would have those students where the teachers would have to re-present the lesson. I can't imagine how that would impact a predominantly Catholic State when we have Good Friday off. I asked you to take that into consideration because we may have a situation; by the way we have a prayer issue on top of everything here. I would ask you to take that into consideration because we do have a significant number of our teachers who are Catholic who will follow the Good Friday as a day of observance.

Mr. Lombardi

I'm an advocate for February school vacation and an April school vacation and I'll tell you why. I think that the rationale for going to a college-based system; having two of them in college at the same time, I can tell you that the more you pay the less you get and kids are out for holiday break until January 23rd. Our kids are coming back to school January 4th, so they're into school three weeks already before colleges are going back. The March vacation at the college level is much more palatable. I agree and I think that what I see from the four years of experience that I had having two high schoolers in my house that by the time you get to February you can tell and always set your clock to it that February school vacation is coming and there is a need for a break.

The other thing is that 2005 was a much worse winter than this year was but I think under State Law you have the extraordinary powers, if

you had to, to eliminate an April school vacation if you knew that you were getting dangerously close to that June 30th. I'd be much more comfortable knowing that if there was an extraordinary year and if we are approaching June 30th, then there's the possibility of eliminating a portion of say the April school vacation. That would be the better more palatable way to go. But to say to the kids, you're going to go back to school on January 4th and you're not going to have a break until the middle of March; I think you're making life a little bit unreasonable for them. So I would stay the traditional format.

Jay DeCristofaro

I feel very strongly both ways because of a number of things. We should be using trimesters that are teachable days and un-teachable days. The end of the summer would have more un-teachable days. I think it's in the front of our minds because we've been out six days including the flood day; whereas we would be going to school longer during the year. If we have a longer summer, the regression is worse. I feel though to leave vacation as it is and leave the summer as short as it is because the students need to get back to the academic world.

Ms. Iannazzi

I think that the other thing we have to consider too, is that we have a lot of parents in our district who are teachers and administrators in other districts and keeping the schedule as its proposed now assists in having one State-wide school calendar so that vacations are

uniformed throughout the State.

Liz Larkin

Spoke on the Jewish Holidays and Good Friday. We were told in the past that if we had a large population that needed to take one of those days out, we could do no new instruction or quizzes or tests. Therefore, if your losing a day of instruction; if you have to have the team or the classroom that has the largerso rather than loose the instruction, we then started coming back to school earlier before Labor Day so therefore we actually are going to school much earlier than the other schools, including Warwick. So we've really incorporated those Jewish Holidays into the early start of the year and then we get going. It is an extraordinary year but we really do need to keep going with the school year because we end up having a 13/14 week summer. It is the best time in Rhode Island obviously but the children will loose a lot of their practice and then they come back.

Mrs. Culhane

I don't want to give anybody the impression that I want my kids home for 14 weeks during the summer. I'm not doing this for selfish reasons but I'm wondering if we need to be shifting the way we're thinking in the vacations. Just like I said because from what I'm hearing from parents feedback and what I'm reading on line. What

I'm seeing and what my experience has been is anytime I can have my kids in school during the snow days....I'm just wondering if there needs to be a shift in the way we're doing things. Just like the religious holidays. I'm wondering how long we can bide our time with getting these religious holidays off before all of a sudden, we're facing another lawsuit because there's some holiday that we forgot to give off and we have a new population moving in. Then what do we do. I'm just wondering if we need to be shifting the way we're thinking and trying new things. Nothing says we couldn't go back to doing them the way they were before but I understand also weighing the educational benefits to having the vacations in place for the kids mainly but also for the teachers.

Superintendent Nero

Again, if this were to be adopted State wide by the Superintendents Association, we'd all be on the same page. The problem that I see is that we have a number of our kids who are in private placement who get bused and this would be...we may be in an off-cycle which would impact on the cost. Liz is right. I did not allow any long term assignments to be due on the day after a religious holiday observance because it wasn't fair for the student if they were Jewish or Catholic regarding Good Friday. I said that you just don't do that.

Council President Lupino

Spoke about extending the school day for teachers and students and take time off as we go forward.

Announcement of Future Meetings – February 23, 2011, March 16 & March 21, 2011.

Adjourn Public Work Session

Moved by Mr. Traficante, seconded by Mr. Lombardi and unanimously carried that the work session and the meeting be adjourned.

There being no further business to come before the school committee, the meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Frank Lombardi

School Committee Clerk

Resolution 9-3-22 DRAFT

Resolution 10-11-20 (amended) DRAFT

Resolution 10-12-19 (amended) DRAFT

CRANSTON

PUBLIC SCHOOLS

ATHLETIC DEPARTMENT HANDBOOK

TABLE OF CONTENTS

Goals and Objectives 1

Purpose of Handbook 2-3

Role of the Athletic Director 4-8

Duties of the Head Coach 9-12

Duties of the Assistant Coach 13

Duties of Equipment Manager 14

Volunteer Coaches 15

Reappointment of Coaches 15

Cell Phone Usage and Recording Devices 15

Code of Ethics: Sportsmanship 16

Athletic Awards 17

First Aid Concerns 18

GOALS AND OBJECTIVES

The major goals and objectives of the Athletic Department are:

\$ to encourage good sportsmanship

\$ to foster development of skills and teamwork

\$ to develop self-discipline

\$ to develop a positive self-image

\$ to develop a respect for constituted authority

\$ to cultivate healthy values and attitudes

\$ to develop goals geared toward achievement and success

\$ to develop enthusiasm and appreciation for athletics

\$ to provide a positive role model for athletes in language and decorum

PURPOSE OF HANDBOOK

This Handbook is designed to serve the Athletic Director, all coaches and managers in the Cranston Public School's Athletic Program. It will serve as a directory and guide for effective athletic administration at the middle school and high school levels. It will assist in answering basic questions relating to the Rhode Island

Interscholastic League requirements, school athletic requirements and team administrative responsibilities.

The policies outlined in this handbook summarize current policies of the Cranston Public Schools Athletic Department Programs and are intended as guidelines only. In addition, the language and policies of this handbook do not create and cannot be construed to create an expressed or implied contract of employment or continuation of employment between the Cranston Public Schools and any or all of its coaches. While we believe wholeheartedly in the policies described herein and while there are contractual conditions of employment, employment with the Cranston Public Schools, with regard to the Athletic Director, coaches and managers is on an at-will basis. This means that the employment relationship may be terminated at any time by either party for any reason not expressly prohibited by law.

2

The Cranston Public Schools retains the right to make all decisions involving policies, management and employment. The Cranston Public Schools reserves the right to modify, revoke, suspend, terminate, amend or change any or all of the policies contained herein.

The handbook supersedes and replaces any and all prior handbooks and/or policies with regard to the Cranston Public Schools Athletic Department.

ROLE OF ATHLETIC DIRECTOR

Duties of the Athletic Director

The overall function of the Athletic Director is to plan, develop, and supervise all activities related to interscholastic participation.

Responsibility to Chief Operating Officer

The Athletic Director is responsible to the Chief Operating Officer and is a liaison between the Rhode Island Interscholastic League and the coaching staff. Special duties include:

- 1. Responsible for submitting required reports:**

\$ team bus schedules

\$ team eligibility lists

\$ confirmation of home schedule with opposing schools

\$ complete team schedules

\$ equipment inventory

\$ annual budget request for athletic department

\$ equipment order and purchase

\$ insurance claims with the RIIIL Injury Fund

\$ end of season coaching evaluations

\$ gate receipts

\$ Athletic Department checkbook

\$ end-of-year report to superintendent

\$ end-of-year report to Title IX Office

2. Major areas of responsibilities and essential duties:

\$ Provide effective leadership for continued evaluation, development, and improvement of the interscholastic athletic program within the goals and objectives and with particular reference to the special needs of the community.

\$ Observe and evaluate all head coaches in their discharge of duties.

\$ Prepare and submit a budget annually to assure adequate funding for the interscholastic athletic program.

\$ Submit annually a financial and extent of participation statement, for the total interscholastic athletic program—receipts, expenditures and student participation.

\$ Supervise and coordinate the care, maintenance, storage, and inventory of all athletic equipment and supplies.

\$ Supervise the maintenance, repair and preparation of all athletic fields and gyms and coordinate the schedule for their use.

\$ Supervise and arrange for the securing and paying of game

officials and attendants.

\$ Serve as an official school representative to local, district, and state meetings in matters pertaining to athletic policies, rules, regulations, and tournaments.

\$ Assure adherence to the Rhode Island Interscholastic League policies, regulations, and procedures.

\$ Maintain complete team records for all sports at all levels to include won and loss records, league standings, championships, and number of participation at the beginning and end of each sport season.

\$ Maintain and approve all varsity eligibility lists, parent permission documents, assumption of risk, medical examination, and insurance forms for each sport.

5

\$ Arrange schedules and transportation for all interscholastic sports at all levels of competition (7-12) including league and non-league opponents, and file game contracts in athletic office.

\$ Provide for the proper administration and supervision of all athletic contests including ticket sellers and takers, security, medical and ambulance service, announcers, game personnel, spectator seating,

and parking of vehicles.

\$ Approve all recommendations for athletic awards, distribute awards to coaches and maintain records per sport and season for all awards issued.

\$ Assume responsibility for the revision and recommendation of the “Coaches’ Handbook” for Cranston Public Schools.

3. Responsibility to the coaches

a) Arrange for coaches to receive all required student athletic forms including:

\$ assumption of risk form

\$ annual questionnaire form

\$ form for physical

\$ team eligibility form

\$ bus request form

\$ injury report form

\$ tournament request form

b) Arrange for coaches to receive and collect coach's administrative forms including:

\$ equipment inventory and budget request

\$ end-of-season game reports (where applicable)

6

\$ student athletic awards

\$ coaching evaluation forms

\$ game schedule and bus request

\$ RIIL "Blue Book" (now available online: www.riil.org)

c) Arrange for issuance, collection, and storage of team athletic supplies, equipment, and uniforms.

d) Draw up practice times for use of facilities.

e) Prepare game schedule and practice schedule for custodial staff.

f) Assist the head coach in inspection of facilities for safety before utilization.

g) Insure that coaches follow all rules and regulations pertaining to athletic practices, schedules, games and facilities.

h) Maintain a file for every student participating in high school athletics.

i) Evaluate head coaches at the end of their season of coaching for the school year.

j) Ensure that all rules and regulations of the RILL are followed.

4. Responsibility to the Athletic Contest

\$ Be responsible for recruiting personnel supplemental to game officials necessary for various games or matches

\$ Be responsible for payment of officials and all game personnel or delegate such responsibilities.

\$ Supervise the inspection of all athletic facilities before a contest - work with the custodial staff and/or city personnel in planning for contests.

\$ Work closely with the custodial staff and/or city personnel to provide the necessary maintenance of athletic areas

\$ Arrange for varsity teams and officials to be escorted to the locker facilities or back to their method of transportation.

\$ Supervise the sale of tickets and file a financial report following the contest

\$ Assist with home athletic contest, spectators, crowd control, injuries, and game responsibilities.

Duties of the Head Coach

**Safety of the athletes is the primary responsibility of the Head Coach.
The Head Coach shall also be responsible for the total program of**

his/her sport. This includes varsity, junior varsity and freshman teams. Each head coach should establish a program development format for each level of play.

The Head Coach must be familiar with the rules and regulations of the Rhode Island Interscholastic League which is available on the league website: www.riil.org.

1. General Responsibilities:

\$ Attend the mandatory pre-season coaches meeting. Sport schedules and league rules will be clarified and established. This is an excellent opportunity to contact teams regarding junior varsity game schedules. Failure to attend this meeting will result in a fine from the RIIL that will be your responsibility to pay.

\$ Meet with assistant coaches before the season to discuss league, school, and team policy procedures.

\$ Coaches in consultation with the school staff will be aware of students with special needs and follow appropriate procedures and processes.

\$ Attend the Athletic Director's mandatory pre-season meeting where the following forms will be distributed and each form explained: assumption of risk, annual questionnaire, form for physical, eligibility

list, league schedule (if ready), Injury Fund reports, bus schedules, and tournament request form.

\$ Meet with potential athletes two to four weeks prior to the beginning of the season. At this meeting, distribute all necessary athletic forms. Establish a list of athletes by grade. Give potential athletes the practice dates, the return date of athletic forms, and general team requirements. Coaches who are involved in fall sports should meet with athletes before the close of the school year preceding the fall season. All fall head coaches should contact the appropriate middle school(s) that may feed your particular high school's program and have a day to sign up all interested incoming freshmen.

9

\$ Bus request schedules for all levels of play must be handed in to your school's equipment manager as soon as possible. Please pay particular attention to your departure time and make sure you list the actual location of your game as the destination (many teams play certain sports off campus). Remember, busses are more difficult to book in the fall and spring because many of the games are after school, causing us to use a private contractor. Most winter events occur after 3:30 p.m. which allows us to use our own busses. Extremely important: when the athletic department provides transportation to an athletic event, all athletes are required to ride the bus to and from the contest. Only in rare circumstances can the head

coach grant permission for an athlete not to ride the bus. In this particular case, a letter from a parent or guardian in advance of the contest must be in the coach's hand prior to making a decision. This is certainly something that should not be encouraged and must be closely monitored.

\$ Junior varsity and freshmen schedules must be returned to the athletic director as soon as possible. The athletic director must place these schedules on the RIIL website and secure officials.

\$ Establish team goals and practice schedules.

\$ Determine the system of play at all levels.

\$ Assign responsibilities to assistant coaches including: locker room, field, gym, and weight room supervision. Your athletes should never be left unsupervised at any time.

\$ Arrange for fundraising if so desire. Check with principal for school policy (principal approval required).

\$ Determine weekend practice schedule; notify the Athletic Director so he/she can make the necessary arrangements with the custodial staff.

2. In Season Responsibilities:

\$ Conduct tryouts in such a manner as to provide each athlete an equal opportunity to achieve a position on the team. Be sure you are able to justify your selections by using a scoring system you are comfortable with.

10

\$ Prior to selecting your team, determine the eligibility of your athletes. You can ask to see their report card, you can check with Guidance, or you can ask the main office for an “Ineligibility List”. Never take the word of the athlete as being completely accurate.

\$ After determining the eligibility of your players and after your team has been chosen, head coaches at Cranston East should submit an Eligibility List to a secretary in the main office at Cranston East, and coaches at Cranston West should submit their Eligibility Lists to the Athletic Director so it can be posted on the RIIL website. Remember, all Eligibility Lists MUST be posted on the RIIL website twenty-four hours prior to your first RIIL contest, including the Injury Fund Game. Failure to do so will result in a fine from the RIIL that will be your responsibility to pay if you did not have your Eligibility List in on time.

\$ Have on hand at all times an “emergency call card” - a list of all your players along with all important contact numbers in the event of an injury of significance.

\$ Comply with mandates set forth by the Student Handbook: e.g. attendance policy governing participation. Have one of your athletes stop by the main office daily for an attendance sheet and other necessary correspondence.

\$ Cooperate with the sports media seeking interviews regarding team personnel, performance, etc. Bear in mind that statements are published and read by people for and against athletic programs; therefore, statements should be carefully weighed. The news media is not the proper channel for a coach's criticism of officials, opposing players, etc.

\$ Create a parent-athletic booster club if so desired.

\$ When an athlete is hurt, the head coach must complete an "Injury Report Form" within twenty-four hours and send it to the Athletic Director. Please make sure all your athletes and their parents are aware of the benefits of the RIIL Injury Fund.

\$ You are responsible for the level of play and conduct of all athletes under your control.

\$ You are responsible for the supervision of assistant coaches in

practice, games, and locker room areas.

\$ Pick up all necessary first aid equipment from your school's equipment manager.

\$ Promote your sport by prompt and accurate reporting of scores to local media.

\$ Perform other duties as related to the assignment and as designated by the Athletic Director.

3. Post Season Responsibilities:

\$ In order for your stipend to be released, all uniforms, equipment, medical supplies, and keys must be handed in to your school's equipment manager. Once this is done, the equipment manager will contact the Athletic Director to release your stipend.

\$ Submit your request for post-season athletic awards for your team to the Athletic Director at least two weeks prior to your end-of-the-season banquet.

\$ Please read your end-of-the-season evaluation carefully, answer all questions, evaluate all your assistants (if applicable), have your assistant sign his evaluation, and return the full evaluation to the Athletic Director as soon as possible. If you or your assistant has

any questions pertaining to the evaluation, contact the Athletic Director to set up a meeting to address all questions and concerns.

\$ You are encouraged to attend clinics, symposiums, or seminars that will ultimately make you a better coach in your sport. Any costs must be paid by you or non-school sources.

12

Duties of the Assistant Coach

The assistant coach is directly responsible to the head coach of sport and to the program planned for that level of play.

1. General responsibilities:

\$ Work with head coach in planning the program.

\$ Understand league, school, team, student responsibilities to the sport and carry out these policies.

\$ Attend RILL meetings when asked by the head coach.

\$ Attend staff meetings when called by the head coach.

\$ Assist the head coach in any duties assigned by him/her pertaining to the overall athletic program.

\$ In relation to junior varsity and freshman teams, assistant coaches will have the same responsibilities as listed for the head coach where applicable.

\$ In the absence of the head coach, the assistant coach shall assume all the responsibilities of the head coach.

Duties of Equipment Manager

1. At the beginning of each season, with the head coach in attendance, the Equipment Manager will pass out all necessary uniforms, equipment, medical supplies and keys (if necessary). An accurate account of what was handed out and to whom it was handed out to must be kept.

2. Prior to each season, a bus request for each sport (in triplicate form) must be handed in to the Office of the Director of Transportation at least two weeks prior to the first event.

3. During the season, the Equipment Manager must be readily available to any coach who may need additional uniforms, equipment or medical supplies.

4. At the end of each season, the head coach will return all uniforms, equipment, medical supplies and keys (if any were handed out) to the appropriate Equipment Manager. Once the Equipment Manager is satisfied that the head coach has fulfilled his/her obligations as stated in the Athletic Department Handbook the Equipment Manager will then compile a list for the Athletic Director of any outstanding issues.

5. Once the football season ends, all uniforms and equipment must be separated so that it can be picked up in a timely fashion to be

cleaned and reconditioned.

6. The Equipment Manager at all times must maintain an accurate inventory of all uniforms, equipment and medical supplies to aid the Athletic Director in the budget process.

14

Volunteer Coaches

\$ Anyone who would like to be considered for a volunteer coaching position must submit an application with Human Resources.

\$ All volunteer coaching candidates must be certified coaches. A copy of their Rhode Island Coaching Certificate must be on file in the Human Resources Office.

\$ All successful volunteer coaching candidates will be appointed by the Superintendent, subject to the “Volunteer Policy” and subject to the consent of the School Committee. A volunteer coach must

always be accompanied by a paid coach.

Reappointment of Coaches

All coaches, assistant coaches, and volunteer coaches must be appointed by the Superintendent subject to the consent of the School Committee each year in order for them to continue in their roll as coach for the next season.

Cell Phone Usage and Recording Devices

All coaches, assistant coaches, faculty managers and volunteer coaches must comply with the school committee's cell phone usage and recording device policy (#2526).

Code of Ethics: Sportsmanship

Sportsmanship is defined as that quality of responsible behavior characterized by the spirit of generosity and a genuine concern for the opponent.

The Cranston Athletic Department places the responsibility of sportsmanship on all those involved in the athletic program. The head coach will bear the greatest burden of this responsibility for sportsmanship. His/her influence on the attitudes and behavior of players, student body, and community establishes the mechanism for making sportsmanship a reality. The role the coach plays in developing the qualities of sportsmanship are demonstrated in the daily principles of coaching strategy and skill development. Nothing says more for a coach's program than the attitude and sportsmanship values his/her team portrays to those around them.

The following recommendations are included:

\$ Be a role model for those who follow you.

\$ Teach honest effort.

\$ Instruct the team in their responsibilities.

\$ Discipline athletes when appropriate and revoke their participation if necessary.

\$ Treat opponents and officials as guests.

\$ Shake hands with opponents and officials after the contest.

16

Athletic Awards

An athletic award is a symbol of athletic accomplishment and good sportsmanship. The value of the award lies in the implication rather than the monetary value. Each head coach should establish a general policy for athletic awards and follow this procedure to develop the athlete's intrinsic sense of accomplishment.

1. General Recommendations and Policies:

\$ Standards of achievement should be required.

\$ Each coach will establish their own standards and make the athletes aware of these requirements.

\$ Accurate records should be kept by the coach regarding participation, sportsmanship, team records, and accomplishments of the athlete.

\$ Injuries should not exclude the student from receiving an award.

\$ As a coach, use your good judgment in giving awards - make sure the award means something to your team and to the total athletic program.

\$ Regardless of how many sports an athlete participates in, he/she will only receive one letter. After earning their letter, next they will earn their sport pin, and after the sport pin, the athlete can earn a bar. There are special bars available for the designation of capacity.

\$ Varsity squad members who do not meet award qualifications will be awarded certificates of participation.

\$ Junior varsity and freshmen members will receive certificates.

First Aid Concerns

- \$ The well being of the athlete is the first priority of the head coach.**
- \$ Do not do anymore than you have been trained to do in your First Aid/CPR/AED classes.**
- \$ Follow general first aid procedures.**
- \$ Call rescue when necessary or summon EMT, athletic trainer, or doctor when available. Make sure a coach is with the injured athlete.**
- \$ Call a parent. Do not allow the student to walk home unsupervised.**
- \$ Notify the Athletic Director immediately regarding a serious injury.**
- \$ Contact injured athlete and parents after the injury.**
- \$ File an Injury Report within twenty-four hours of the injury and send the report to the athletic director.**

P:\Active Clients\RFC files\CRANSTON SCHOOL DISTRICT\Coaches Handbook 10-4244\Athletic Dept Handbook 11.19.10.wpd

School Committee\Athletic Dept. Handbook 12-9-10

18

Cranston Public Schools

845 Park Avenue, Cranston, Rhode Island 02910-2790

MEDICATION POLICY #5141.2 (a)

The following operating procedures serve as a guide for those extreme cases where it is necessary that medication be administered at school. Medication may be taken by students at school under the following circumstances:

A. A document is on file in the school from a physician indicating

permission for the student to receive the drug. The document must identify the drug, indicate the proper dosage, route, and when it is to be given.

B. A document is on file in the school office from the parent/guardian indicating that the student may receive the medication.

C. A student may be authorized to self-carry and/or self-medicate in school (excludes controlled substances).*

**D. Over the counter medication will not be administered under any circumstances unless the
above procedure is followed.**

**E. The document on file in the school office from the physician and parent/guardian must be
renewed each school year.**

F. Medication must be in a properly labeled container from the pharmacy.

G. Medication must be brought to and from school by the parent/guardian.

H. All medication stored within the school building must be locked inside a cabinet or safe.

I. Medication will not be administered until the school nurse verifies that the requirements are met.

J. Unless student is authorized to self-carry and/or self-medicate, medication must be administered by the school nurse or parent/guardian.

K. The School Nurse is authorized to consult the prescribing physician on any matters relating to the medication order.

Approved by School Physicians:

Albert J. Puerini, Jr., M.D. Date

Richard K. Ohnmacht, M.D. Date

***See Off-Site School Sponsored Activity policy**

H-10a

Rev. 12-10

Cranston Public Schools

845 Park Avenue, Cranston, Rhode Island 02910-2790

MEDICATION ADMINISTRATION

AT OFF-SITE SCHOOL SPONSORED ACTIVITIES

POLICY #5141.2 (aa)

The following operating procedures serve as a guide for those extreme cases where it is necessary that medication be self-administered at an off-site school sponsored activity. A student may self-carry and self-administer medication, including controlled substances, at an off-site school sponsored activity under the following circumstances:

D. A document is on file in the school from a physician indicating permission for the student to receive the drug. The document must identify the drug, indicate the proper dosage, route, and when it is to be given.

E. A document is on file in the school office from the parent/guardian indicating that the student may receive the medication.

F. The student must be authorized by the parent and the physician to self-carry and self-medicate at the off-site school sponsored activity.

D. Over the counter medication will not be administered under any circumstances unless the above procedure is followed.

L. The document on file in the school office from the physician and parent/guardian must be renewed each school year.

M. Medication will be stored and transported in its original prescription-labeled container (for prescription medications) or its manufacturer-labeled container (for non-prescription medication).

N. A day's supply of medication will be provided by the parent/guardian. In cases of extended off-site activities, the parent/guardian will provide a day's supply for each day of the activity.

O. The student is prohibited from sharing, transferring, or in any other way diverting his/her medication to any other person.

P. The School Nurse is authorized to consult the prescribing physician on any matters relating to the medication order.

Q. Per RI Rules and Regulations for School Health Programs, January 2009, Section 20.16, no school personnel shall be liable for civil damages...when a student self-carries and/or self-administers his/her own medication.

Approved by School Physicians:

Albert J. Puerini, Jr., M.D. Date

Richard K. Ohnmacht, M.D. Date

H-10aa

Rev. 12-10

MEDICATION AUTHORIZATION - #5141.2 (b)

School _____ **Grade** _____

Room

Student

Name _____

(Last)

(First)

(Date of Birth)

Address _____ **Home**

Phone_____

I understand that special permission is required for the use of medication by students during school hours and that the School Nurse is authorized to consult with the prescribing physician on matters relating to this order. I request that my child be given the medication described below or be permitted to self-carry/self-medicate as authorized by me and my physician.

(Parent/Guardian Signature) (Date)

This Section To Be Completed by Physician

Medication _____ **Daily** _____
_____ **PRN** _____

Dose _____ **Route** _____ **Time** _____ **Fr**
equency _____

Describe
Indications _____

Side
Effects _____

Related
Diagnosis _____ **Allergies** _____

Other
Information_____

This child is authorized to self-carry and/or self-medicate in school, on a field trip, or activity away from school. Yes_____No_____

(Physician Signature) (Date)

H-10b

12-10